Data Entered:		
Andover:	_____ Date	_____ Initials
Internal:	_____ Date	_____ Initials

UA WHITAKER (BME) BUILDING
ACCESS AUTHORIZATION FORM

Check box that applies:

- ❑ *Undergraduate student*
- ❑ *Graduate Student*
- ❑ *Staff/Faculty*

PLEASE PRINT:

First Name:_____**Last Name:**_____

GT_ID NO. :90---_____**BUZZ Card:**_____
(Front of Card) (Back of Card)

Home Department:_____**Email:**_____

Office Phone:_____**Lab Affiliation:**_____**Phone:**_____

As required by the Board of Regents, personnel accessing a laboratory must complete the online ***Right-To-Know training*** annually (visit:: http://training.osp.gatech.edu/). The last page of the Right-To-Know training is a certificate confirming that you have completed the training and the date training was completed. This page must be printed and submitted to the BME Main Office (BME 2127) before access will be granted.

❑ *Record Certificate Date Here:*_____ and attach to form.

AREA(S) TO BE ACCESSED:

BME LABORATORIES	LAB CONTINUED	BME ADMINISTRATIVE SUITES	OTHER ACCESS
❑ 1ST Floor	❑ 3236 Cell Culture	❑ 1ST FL Wing	❑ Main Building
❑ 2ND Floor	❑ 3238 Cell Culture	❑ 2ND FL Wing	❑ Bridge to IBB
❑ 3RD Floor	❑ 4232 Hammond	❑ 3RD FL Wing	❑ Tunnel to ES&T
❑ 4TH Floor	❑ 4234 Kemp Lab	❑ 4TH FL Wing	❑ Learning Commons
❑ 1213, Tysgankov Lab	❑ 4236 Virtual Lab		❑ UGrad Computer Lab
❑ 3200, Hammond Lab			❑ Machine Shop 0250
	❑ Senior Design Lab		☐ Student Office 1245

Faculty Advisor/Designee Signature:_____Print Name:_____*(Required)*

Student will be working in Professor's_____ lab. (Required)

Signature:_____***Date:***_____

***********For Office Use ONLY*********

Room No. Accessed	Key Code	Deposit Amount/Type (CH or CA)	Date Deposit Rec'd	Initial	Date Key Returned	Date of Refund	Refund Amount	Initial